

COLOMA TOWNSHIP PARK DISTRICT
MONTHLY BOARD MEETING MINUTES
April 8, 2014

The Regular Monthly Meeting of the Coloma Township Park District Board of Commissioners was called to order on Tuesday, April 8, 2014 at 6:30 p.m. in the Park District Office located at 508 East 11th Street in Rock Falls, Illinois.

Present: Commissioners Sigel, Walker, Stindt, Bubbers and Nehrkorn
Also Present: Michael P. Sterba, Director of Parks & Recreation
Absent: None

Commissioner Walker motioned to move all Coloma Township Park District Board of Commissioner Meetings to a start time of 6:00pm to better fit with the various schedules of the Park Board Members. Commissioner Nehrkorn seconded the motion. Roll call vote, all ayes, motion carried.

Commissioner Nehrkorn motioned to approve the minutes of the Regular Monthly Board Meeting of March 13, 2014 as presented. The meeting was rescheduled from Tuesday March 11, 2014 due to scheduling conflicts of the Park Board Members and lack of a quorum. Commissioner Walker seconded the motion, roll call vote, all ayes, motion carried.

Commissioner Stindt motioned to approve the March bills in the following amounts:

Corporate Fund	\$	10,904.55
Liability Fund		3,997.56
Recreation Fund		3,921.59
Retirement Fund		3,537.85
Bond Construction # 31 Fund		7239.20
Museum Fund		287.17
Bowman Park Fund		128.07
Police Fund		404.25
Total	\$	30,420.24

Commissioner Walker seconded the motion. Roll call vote, all ayes, motion carried.

The following is a listing of the Work Fare People from Coloma Township, Whiteside County Probation Office, Project Chance, Department of Human Services, Experience Works and Partnership for Employment that has worked for us the past month. Also included are total days worked in March and in 2014.

	Coloma TWP	TS Staffing	Probation Dept.	Whiteside County Housing	Dept. Human Services	Experience Works	Partners/ Employment
Days in January	14.5	0.00	5	2	0.00	0.00	0.00
Days in 2014	48	0.00	11.5	6	00.0	0.00	0.00

Probation: Cody Hall
Coloma Township: Sherri McLaren Richard Holcomb, Earl Holcomb, Anne Bence, Corina Bell, Paul Drake, Dan Knor
Housing: Monique Leheman, Adam Williams

Director Michael P. Sterba reported that the next meeting of the Rock Falls Recreation Trail Committee – Proposed Walking/ Bike Path/ Hennepin Canal Committee will take place on Thursday, April 10, 2014 at 12:00 PM at Rock Falls City Hall. I plan on keeping you all updated on the progress of the paths being constructed.

Director Michael P. Sterba presented copies of an article that was in the Daily Gazette on Saturday, March 29, in regards to the gentlemen trying to set the Guinness Book of World Records at Nims Park. Mr. Gary Murphy and Mr. Joe Duncan are moving ahead working on the logistics to be ready prior to their May 3rd and 4th attempt. They are coming out here on Saturday April 12th to do another dry run. Sterba will be meeting with them to get an update on their progress.

Commissioner Walker asked that the information pertaining to the Guinness Book of World Record attempt be placed on the Park District website for informational purposes. Director Sterba stated that he thought it was already on the website but that he would check it out and make sure the information is available to the public.

Director Michael P. Sterba reported that at the March Park Board Meeting the entire Commissioners Manual and Employee Manual Documents were presented to the Park Board for their review. The Board needed only to pull out the old manuals from the binders that were provided and insert the new copies for your reference. The cigarette smoking policy as well as the cell phone policy remain the same and need to be inserted into your new policy manuals as well. These two policies did not change from the original that the board had approved years ago.

Sterba also presented the Employee Evaluations for the 5 full time employees as provided by Director of Parks and Recreation Mike Sterba. The board also received the blank Employee evaluation form from Director Sterba for each Board Member to fill out. Sterba is assuming that your personal evaluations will then go to President John Sigel to be compiled into one final evaluation to be presented to Sterba for his final input.

Commissioner Walker was not happy with the evaluations prepared by Director of Parks and Recreation, Michael P. Sterba. Commissioner Walker stated that he thought that director Sterba was not critical enough of the employees or that he did not provide the necessary recommendations needed to help the employees grow. He asked that more time be spent on the evaluations in the future so that the Park Board could get a better feel of how their full time staff is performing.

Director Michael P. Sterba reported that Wendler Engineering is securing the documents for Swedberg and Associates out of Sycamore Illinois for the construction of the new restroom/storage facility at Dillon Park. Construction on the new restroom facility is not scheduled to begin until after August 15th and must be completed by November 15th. A \$100.00 per day penalty is in place if the project is not completed on time.

Director Michael P. Sterba presented copies of a letter that he sent back to Mr. Mike Papoccia, the Athletic Director at Newman High School. The letter thanks Newman High School for their recent donation of \$500.00 for the repairs to the tennis courts and also a possible annual donation of \$250.00 to be made for the use of the courts in the future. Sterba received a little negative feedback through the grapevine that Mike wasn't real happy with the Park Board requesting a \$250.00 annual good will donation for the use of our tennis courts. Sterba plans on putting the tennis courts repairs out for bid sometime in late spring or early summer.

Director Michael P. Sterba presented copies of a check for \$ 10,103.17 from the Illinois Department of Revenue. This check represents the Park District's Personal Property Tax Distribution for the month of March.

Director Michael P. Sterba presented copies of a preliminary estimate from Greg Johnson at the City of Rock Falls Electric Department. The estimate includes the cost of laying conduit wiring and electrical vaults for the installation of the secondary wiring system in Centennial Park. The new secondary wiring system will supply the electricity for the street lights only. The secondary that supplies the ball diamond lights and the shelter lights has all been replaced over the years and currently meets code to the best of our knowledge.

After a short discussion among the Park Board Members Commissioner Bubbers Motioned to approve the cost estimate as provided by the Rock Falls Electric Department to pay for materials for installation of the secondary underground electric system in Centennial Park. The secondary system will feed all of the street lights in the park as reported. The City of Rock Falls will provide the labor and equipment to install the system in the park as their schedule permits. Commissioner Stindt seconded the motion. Roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented copies of the utility bills for Dillon Park for the 2013 Rock Falls Little League Baseball Season. Currently the Rock Falls Little League does not pay any contribution to the Park District for the utility bills as such. After a short discussion among the Park Board it was decided to send the Dillon Park Utility Bills to the Rock Falls Little League for informational purposes only. Sterba is to inform Little League that currently they will not have to pay for the 2013 utility bills but that policy may change in the future if the utility bills become unreasonable for the Park District to handle.

Director Michael P. Sterba reported that the IAPD will hold their annual Legislative Conference on Wednesday, April 30th in Springfield Illinois. Anyone interested in attending should please let Sterba know so that he can make the appropriate reservations.

Director Michael P. Sterba reported that the Illinois Department of Natural Resources did their Spring Trout Fish Drop on Tuesday, March 25th at Centennial Park. They dropped 2,000 pounds of varying sizes of fish. They estimate roughly between 3,500 and 4,000 fish that were put into the park. Opening Day for the Trout Season was Saturday, April 5th at 5:00am. Several hundred people were present as in the past for the opening day of the trout season.

Director Michael P. Sterba reported that the Rock Falls Chamber of Commerce will host their annual golf outing Friday, May 16th at the Deer Valley Country Club. Anyone interested in attending should please let Sterba know so that he can make the appropriate reservations.

Director Michael P. Sterba reported that the United Way surpassed their 2013 goal by some \$5655.00. The goal of \$730,000.00 was met and slightly surpassed which is quite an accomplishment considering the economic times we are experiencing in Whiteside County today. Also the Rock Falls Civic Fund Budget which includes the Park District's Summer Recreation Program was due last Friday for the 2015 fiscal year. The Park District receives approximately \$6,000.00 per year in United Way Funds to help support the Park District's Summer Recreation Program.

Director Michael P. Sterba presented copies of a check for \$1,642.50 from the Rock Falls Civic Fund. The check represents the first quarter distribution. The Rock Falls Civic Fund is a sub agency of the Whiteside County United Way.

Director Michael P. Sterba presented a short paragraph from the IAPD explaining the proposed Minimum Wage Legislation that has slowly been moving forward down in Springfield. IAPD opposes the Minimum Wage increase due to the number of young people who work for the Park Districts throughout the state. They feel that it would be an undue burden put on Park Districts to try to pay the minimum wage and also try to keep the current employees of those districts happy.

Director Michael P. Sterba presented copies of a check for \$250.00 from Airplay Sports of Sterling. Airplay Sports is one of the Park District's sponsors of our Recreation Program Brochure.

Director Michael P. Sterba presented a letter from Bridge Point Education INC. in regards to Dawn Nardini's United Way contribution. Dawn works for Ashford University in Clinton Iowa and directs her United Way contribution to the Park District in honor of her late father in law Leo. J. Nardini

Director Michael. P Sterba presented copies of a check for \$10,000.00 from The Dillon Foundation. The check represents the second installment for the Dillon Park Restroom Project. Also enclosed is a copy of the letter that we sent to the Dillon Foundation that is required by the IRS that states the Dillon Foundation receives no goods or services for their contribution.

Director Michael P. Sterba presented copies of a letter from the Whiteside County States Attorney's Office stating that Cordell Keirsej will appear in court again on April 30, 2014 at 9:00 am to stand trial for vandalism performed at the Park District last summer. We will be notified of the results of that court date sometime in May.

Director Michael P. Sterba presented copies of the 2013 Winter/ Spring, Summer and Fall Recreation Program Cost Analysis for the Park Board's review.

Director Michael P. Sterba reported that the Illinois Department of Natural Resources will again this summer host a Youth Recreation Core Grant Program for youngsters 14-18 years of age. The Park District participated in this program last summer but it got started very late. They are hoping that the program this year will start in early June. We plan on getting possibly 5 workers for this program with 3 going to the maintenance department and 2 going to the recreation department. We will not take anyone in the 14-15 age groups because they are too young to help us do the services that we need to provide.

Director Michael. P. Sterba reported that as the Park District nears the end of our fiscal year the Park Board need to approve the enclosed Transfer of Appropriation Resolutions for both the General and Recreation fund as presented. After a short discussion Commissioner Bubbers motioned to approve the Transfer of Appropriations Resolutions for the General and Recreation funds as presented.

Resolution # 4-8-14-A- General Corporate Fund

Resolution # 4-8-14-B- Recreation Fund. Commissioner Walker seconded the motion. Roll call vote, all ayes, motion carried.

Director Michael P. Sterba presented the proposed 2014 Employee Wage Policy for the Park Board's review. After a short discussion among the Park Board it was decided that an adjourned meeting was appropriate to discuss the 2014 Employee Wage Policy at some length. Therefore the Park Board decided that on Tuesday, April 15th at 6:00pm the Park Board would re adjourn the meeting and discuss the 2014 Employee Wage Policy.

Director Michael P. Sterba presented copies of the T Baseball expense item for the summer season of 2013 for the Park Board's review.

Director Michael P. presented a copy of the Illinois Department of Natural Resources Successful OSLAD Grant recipients for 2014.

Director Michael P. Sterba stated that the Park District was approached by Sam Akiti to enter into the discussion of purchasing a piece of property in Rock Falls. Director Sterba gave some details of what Mr. Akiti wanted and what the advantages and disadvantages would be to the Park District if we owned it. After a lengthy discussion among the Board Members it was decided to instruct Director Michael P. Sterba to try to purchase the property for a certain dollar amount with certain provisions. That information is being kept confidential under the Freedom of Information Act until the purchase can be secured. Sterba will present additional information to the Park Board at a future meeting on how the negotiations are going with the current owner.

Director Michael P. Sterba presented his monthly Director's report to the Board.

IPRA also sent us their monthly Board Meeting Minutes for our review.

The Park District has received the weekly newsletter from the Rock Falls Chamber of Commerce for our review.

Commissioner Nehr Korn motioned to adjourn the Regular Board Meeting until Tuesday April 15th at 6:00 PM at the Park District Office located at 508 E. 11th Street Rock Falls, Illinois 61071.

Next meeting is scheduled for Tuesday, April 15, 2014 at 6:00 PM at the Park District Office located at 508 E. 11th Street Rock Falls, Illinois 61071.

Adjournment at 8:30 PM

Minutes Submitted by
Michael P. Sterba
Director of Parks & Recreation

Date

Donald E. Stindt, Secretary
Coloma Township Park District
Board of Commissioners